

## **Required Documentation Checklist**

*(Please refer to the section that applies to the type of application being submitted)*

### **Corporate Vendors:**

- ☐ Vendor Application
- ☐ Form W-9
- ☐ Corporate Attachment Form (3771A); (for each store)
- ☐ Corporate Information Form
- ☐ Copy of Food Sales License (for each store)
- ☐ Copy of Supplemental Nutrition Assistance Program Permit (SNAP); (for each store)
- ☐ Copy of a Lease, Deed or Bill of Sale

### **Non-Corporate Vendors:**

- ☐ Vendor Application
- ☐ Form W-9
- ☐ Corporate Information Form (if applicable)
- ☐ Copy of Food Sales License (for each store)
- ☐ Copy of Supplemental Nutrition Assistance Program Permit (SNAP); (for each store)
- ☐ Copy of a Lease, Deed or Bill of Sale

### **Pharmacy Vendors:**

- ☐ Vendor Application
- ☐ Form W-9 (Internal Revenue Service)
- ☐ Copy of Pharmacy License (for each store, if applicable)
- ☐ Copy of a Lease, Deed or Bill of Sale

### **Military Commissaries:**

- ☐ Vendor Application
- ☐ Form W-9 (Internal Revenue Service)
- ☐ Copy of a Lease, Deed or Bill of Sale